



Town of Arlington, Massachusetts
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Minutes 9-21-2011

Thompson School Building Committee Meeting
 Wednesday, September 21, 2011
 Thompson School Cafetorium
 60 North Union Street
 6:00 pm

Present:

Kathleen Bodie, Superintendent, Chair
 John Cole, TSBC, PTBC
 Sheri Donovan, TSBC, Thompson School Principal
 Tobey Jackson TSBC, Parent Rep
 Diane Johnson, CFO
 Domenic Lanzillotti, Town of Arlington, Purchasing Officer
 Mark Miano, TSBC, PTBC, Facilities Manager
 Bill Shea, TSBC, PTBC
 Jeff Thielman, TSBC, SC Rep @ 6:15 pm

Attendees:

Kevin Nigro, PMA Consultants
 Lori Cowles, Melissa Greene HMFH Architects

The meeting was called to order at 6:00 pm

MSBA Updates

Kevin Nigro reviewed the documents on the general and sub bid qualification process.
 The TSBC is required to establish a Prequalification Committee comprised of three representatives of the Awarding Authority and one representative from the Designer, the OPM will fill one of the three seats (as above). PMA will conduct reference checks and will keep individual score sheets and master sheets.

The town submitted the first invoice for reimbursement into the MSBA pro pay system.

Demolition Process

Domenic reported that the pre bid conference was held last week:

- There will be an additional contractor walk through on September 22nd at 9 am.
- The bid opening has been revised from September 26th at 11:00 am to September 29th at 11 am.

Design Development Update

Lori reported that submission of the Design Development is due to the MSBA on September 23rd

- The Commissioning Agent will be meeting with the design team.
- NSTAR review will be completed on September 28th

Cost Estimate handouts were distributed, Lori handed out a sheet of the design development estimate review with reductions for consideration. The Committee will discuss this list at the next meeting.

John Cole requested that PMA create a spreadsheet that shows the budget as approved by MSBA, suggested that the DD estimate be submitted as is and then create a list of deductions to be discussed at the next meeting. .
 The belief of the committee is that \$20,773 is available, but that the \$773,000 would need to be approved and appropriated by Town Meeting.

Domenic will speak with the Town Manger concerning what the full appropriation of the Thompson School rebuild budget is.

Approval of Invoices

On a motion by John Cole second by Diane Johnson it was unanimously:

Voted to approve CHPS Invoice 2011-1938 in the amount of \$900.00 for project registration of the Thompson Elementary School.

On a motion by John Cole second by Diane Johnson it was unanimously:

Voted to approve PMA Consultants invoice #03383-23 in the amount of \$2,145 for services rendered August 1 through August 31, 2011.

On a motion by Bill Shea second by John Cole it was unanimously:

Voted to approve McPhail Associates Invoice 0041220 in the amount of \$ 1,600.35 for Geotechnical Engineering Services for July 1 through July 31, 2011.

On a motion by Domenic Lanzillotti second by Bill Shea

Voted to approve AM Fogerty and Assoc invoice in the amount of \$4860.00 for schematic cost estimate subject to receiving a new invoice.

New Business

- Rob Juusola has resigned from the PTBC and the TSBC due to work commitments.
- Exemption for Town of Arlington – John Cole explained that in the past the PTBC had requested that the town be exempt from the sub bid law, that was never approved but John would like to revisit that item in the future.

Next meeting scheduled for October 5th at 6 pm

Meeting adjourned at 7:15 pm

Submitted by

Karen Tassone

Recording Secretary